



Appendix II Code of Conduct for Board Trustees

Organisational Values

As a board Trustee of Catholic Institute for Deaf People (CIDP) promise to abide by the fundamental values that underpin all the activities of our organisation.

Accountability

Everything CIDP does will be able to stand the test of scrutiny by members of the public, members, beneficiaries, stakeholders, the regulatory authorities and media.

Integrity and Honesty

These will be the hallmarks of all conduct within CIDP, particularly when dealing with colleagues (board and staff), beneficiaries, external individuals and agencies.

Transparency

CIDP will strive to promote an atmosphere of openness throughout the organisation in order to promote trust and assurance to members of the public, staff, beneficiaries and regulators.

In addition to the above, I agree to the following:

Law, mission, policies

In my role as board Trustee I will not break the law or go against any regulation in force.

I will support the organisation's mission and oversee delivery of the organisations objectives.

I will abide by organisational policy and procedure.

Conflicts of Interest

I will always act in the best interests of the organisation.

I will declare any conflict of interest or any such circumstance as may be viewed by others as conflicting as soon as it arises.

I will submit to the judgement of the board and do as it requires regarding potential conflicts of interest.

Person to Person

I will not act in disregard of organisational policies in my relationships with fellow board Trustees, staff, volunteers, beneficiaries or anyone I come into contact with in my role as board Trustee.

Guardian of the organisation's reputation

I will not speak as a board Trustee to the media or any public forum without the prior knowledge and approval of the Chair.

When I am asked to represent the organisation any comments I make will reflect current policy as agreed by the board

When speaking as a private citizen I will aim to uphold the reputation of the organisation and those who work and volunteer for it.

I will respect organisational, board and individual confidentiality.

I will take an active interest in the organisation's public image.



Personal Gain

I will not personally gain from my role as a board Trustee nor will I permit others to do so as a result of my actions or negligence.

I will document expenses and seek reimbursement according to agreed procedure.

I will not accept gifts or hospitality without the consent of the Chair.

I will use organisational resources responsibly, when authorised in accordance with procedure.

At board level

I will embody the principles of good governance in all my actions and live up to the trust placed in me by CIDP

I will abide by the board handbook detailing governance procedures and practice.

I will strive to attend all board meetings.

I will strive to absorb agenda items sent to me in good time and be prepared to contribute my opinions during meetings.

I will respect the authority of the Chair.

I will maintain a respectful attitude to the opinions of others.

I will accept a majority vote.

I will maintain confidentiality unless authorised to speak on matters outside board meetings.

Enhancing governance

I will participate in appropriate induction, training and development board activities.

I will support the CEO in his/her executive role and the Chair in their leadership role.

Leaving the board

I understand that any substantial breach of this code may result in my removal from the board.

Should I wish to resign I will inform the Chair in writing, stating my reasons for resigning from the board.

I will participate in an exit interview if necessary.

Signed: _____ Date: _____

Board Trustee of CIDP